

## **CHECKLIST**

The following is a tool to assist you in double checking to ensure that you have all required items prior to packing up and heading out.

<b><u>Item</u></b>	<b>[Y]</b>	<b>[N]</b>
<u>15 Copies of TDY Orders</u>	<u>[ ]</u>	<u>[ ]</u>
<u>Packing List Complete</u>	<u>[ ]</u>	<u>[ ]</u>
<u>Copy of Phase I DA Form 1059 (phase II only)</u>	<u>[ ]</u>	<u>[ ]</u>
<u>DA Form 31 (If applicable)</u>	<u>[ ]</u>	<u>[ ]</u>
<u>Medical Records</u>	<u>[ ]</u>	<u>[ ]</u>
<u>40 and older Cardiovascular screening</u>	<u>[ ]</u>	<u>[ ]</u>
<u>Permanent Profile (Retained in PMOS by MMRB)</u>	<u>[ ]</u>	<u>[ ]</u>
<u>Eyeglasses (Military) (If applicable)</u>	<u>[ ]</u>	<u>[ ]</u>
<u>ID Card (Serviceable)</u>	<u>[ ]</u>	<u>[ ]</u>
<u>ID Tags</u>	<u>[ ]</u>	<u>[ ]</u>
<u>Airline Tickets</u>	<u>[ ]</u>	<u>[ ]</u>
<u>Nations Bank Government Credit Card</u>	<u>[ ]</u>	<u>[ ]</u>
<u>** Office Supplies (pens, pencils &amp; paper)</u>	<u>[ ]</u>	<u>[ ]</u>
<u>Commander's Pre-execution Checklist</u>	<u>[ ]</u>	<u>[ ]</u>
<u>DA Form 705 (phase II only within 30 days of course)</u>	<u>[ ]</u>	<u>[ ]</u>

\*\* The student should purchase these items.